

## Health Professions Council

### Visitors' report

<b>Name of education provider</b>	University of the West of England
<b>Name and titles of programme(s)</b>	BSc (Hons) Applied Biomedical Science (Clinical)
<b>Mode of delivery (FT/PT)</b>	Block Release
<b>Date of visit</b>	20 - 21 June 2007
<b>Proposed date of approval to commence</b>	September 2007
<b>Name of HPC visitors attending (including member type and professional area)</b>	Robert Keeble, Principal Biomedical Scientist, Ipswich Hospital NHS Trust, Philip John Warren, Senior Lecturer, Biomedical Sciences, University of Portsmouth
<b>HPC executive officer(s) (in attendance)</b>	Chris Hipkins
<b>Joint panel members in attendance (name and delegation):</b>	Neil Larsen (Chair), UWE, Tracey Horton (Secretary), UWE, Neil Willis (IBMS), Chas Chowdery (IBMS), Reg England (IBMS), Mrs Sue Yilmaz (Internal Panel Member), Assistant Academic Registrar, UWE Ms Helen Millican (Internal Panel Member), Assistant Academic Registrar

#### Scope of visit (please tick)

<b>New programme</b>	<input checked="" type="checkbox"/>
<b>Major change to existing programme</b>	<input type="checkbox"/>
<b>Visit initiated through Annual Monitoring</b>	<input type="checkbox"/>
<b>New Profession</b>	<input type="checkbox"/>

#### Confirmation of meetings held

	Yes	No	N/A
Senior personnel of provider with responsibility for resources for the programme	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Programme team	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Placements providers and educators	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Students (current or past as appropriate)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

#### Confirmation of facilities inspected

	Yes	No	N/A
Library learning centre	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
IT facilities	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Specialist teaching accommodation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Confirmation that particular requirements/specific instructions (if any) of the Education and Training Committee that have been explored e.g. specific aspects arising from annual monitoring reports.

Requirement (please insert detail)	Yes	No	N/A
1	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
2	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
3	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Proposed student cohort intake number please state	15
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ALL CONDITIONS MET

The following summarises the key outcomes of the approval event and provides reasons for the decision.

## CONDITIONS

### SET 2 *Programme admissions*

The admission procedures must:

2.1 give both the applicant and the education provider the information they require to make an informed choice about whether to make, or take up the offer of a place on a programme

**Condition:** The University must rename the programme in such a way that prospective and current students will not be given the impression that completion of the programme automatically leads to registration with the HPC.

**Reason:** By using the word 'Registration' in the title of the programme students may be given the impression that registration will be automatic.

2.1 give both the applicant and the education provider the information they require to make an informed choice about whether to make, or take up the offer of a place on a programme

**Condition:** The documentation must be revised to make it clear to students that successful completion of the programme will lead to eligibility to apply for HPC registration and that this process is not automatic.

**Reason:** The documentation refers to state registration upon completion of the course, however the term state registration is no longer appropriate and students could also be given the false impression that registration will be automatic.

2.1 give both the applicant and the education provider the information they require to make an informed choice about whether to make, or take up the offer of a place on a programme

**Condition:** The advertising material provided to prospective students must make a clear distinction between the programme that leads to eligibility to apply for HPC registration and the programmes that do not.

**Reason:** There are several pathways that students can take and it needs to be very clear from the outset which programmes will lead to eligibility to apply for HPC registration and which ones will not.

### SET 3. *Programme management and resource standards*

3.11 Throughout the course of the programme, the education provider must have identified where attendance is mandatory and must have associated monitoring mechanisms in place.

**Condition:** The University must put in place an appropriate mechanism to monitor student attendance.

**Reason:** The University does not currently have a formal mechanism for monitoring student attendance in place.

### SET 5. *Practice placements standards*

Date	Ver.	Dept/Cmte	Doc Type	Title	Status	Int. Aud.
2007-10-12	c	APV	APV	Visitors' Report - UWE - BSc (Hons) BMS	Final DD: None	Public RD: None

5.6 The education provider must maintain a thorough and effective system for approving and monitoring all placements.

**Condition:** The University must put in place an appropriate pre-placement approval process and ongoing monitoring system to ensure that placement laboratories have an adequate number of appropriately qualified staff, provide a safe environment for practice, and have an equal opportunities and anti-discriminatory policies in place.

**Reason:** There is currently no formal process for approving practice placements. The process used by placement laboratories selecting students was a poor experience for students.

5.7 Students and practice placement educators must be fully prepared for placement which will include information about and understanding of the following

5.7.1 the learning outcomes to be achieved;

5.7.2 the timings and the duration of any placement experience and associated records to be maintained;

5.7.3 expectations of professional conduct;

5.7.4 the assessment procedures including the implications of, and any action to be taken in the case of failure; and

5.7.5 communication and lines of responsibility.

**Condition:** The University must put in place a more comprehensive handbook or set of guidelines for practice placement educators to ensure that they are aware of all the learning outcomes to be achieved, the records to be kept, the expectations of the placement provider, and the lines of responsibility.

**Reason:** There is currently too much emphasis on the portfolio as the only means of managing the placement, the University needs to ensure that steps are taken to ensure that there is a well balanced placement experience.

5.8.3 Unless other arrangements are agreed, practice placement educators undertake appropriate practice placement educator training.

**Condition:** The University must put in place a formal mechanism for ensuring the placement educators receive appropriate placement educator training.

**Reason:** There is currently no formal practice placement educator training programme in place.

5.9 There must be collaboration between the education provider and practice placement providers.

**Condition:** The University must put in place a more regular and structured mechanism to ensure greater engagement with placement providers, particularly with regard to ongoing programme and curriculum development.

**Reason:** Placement providers indicated that they had little input into the development and delivery of the on-campus components of the programme and suggested that they had little contact with the University aside from specific placement issues.

## **SET 6. Assessment standards**

6.7.1 Assessment regulations clearly specify requirements for student progression and achievement within the programme.

**Condition:** The University must revise the documentation to make it clear to students what will happen if they do not meet progression requirements.

**Reason:** This information is not currently stated clearly in the documentation.

## RECOMMENDATIONS

### ***SET 3. Programme management and resource standards***

3.6 A programme for staff development must be in place to ensure continuing professional and research development.

**Recommendation:** Where possible and appropriate staff should be encouraged to engage in further professional development of their skills in current laboratory practice.

**Reason:** While there is a good programme of staff development in place, a stronger emphasis on currency of clinical skills could be beneficial.

## COMMENDATIONS

- The University's e-portfolio system is an exciting innovation that provides an effective tool for supporting management of the student placement experience.

The nature and quality of instruction and facilities meets the standards of education and training. We recommend to the Education and Training Committee of the HPC that they approve this programme, subject to any conditions being met.

### **Visitors' signatures:**

**Philip John Warren**

**Robert Keeble**

**Date: 22 June 2007**